

CITY COMMISSION MEETING MINUTES
CITY OF TRUTH OR CONSEQUENCES, NEW MEXICO
CITY COMMISSION CHAMBERS, 405 W. 3RD St.
WEDNESDAY, OCTOBER 25, 2023

A. CALL TO ORDER:

The meeting was called to order by Mayor Amanda Forrister at 9:00 a.m., who presided and Angela A. Torres, City Clerk-Treasurer, acted as Secretary of the meeting.

B. INTRODUCTION:

1. ROLL CALL:

Upon calling the roll, the following Commissioners were reported present.

Hon. Amanda Forrister, Mayor
Hon. Rolf Hechler, Mayor Pro-Tem
Hon. Destiny Mitchell, Commissioner
Hon. Merry Jo Fahl, Commissioner was absent
Hon. Shelly Harrelson, Commissioner

Also Present: Angie Gonzales, City Manager
Traci Alvarez, Assistant City Manager
Jay Rubin, City Attorney
Angela A. Torres, City Clerk-Treasurer
Kristie Wilson, Finance Director
Luis Tavizon, Chief of Police

There being a quorum present, the Commission proceeded with the business at hand.

2. SILENT MEDITATION:

Mayor Forrister called for fifteen seconds of silent meditation.

3. PLEDGE OF ALLEGIANCE:

Mayor Forrister called for Commissioner Mitchell to lead the Pledge of Allegiance.

4. APPROVAL OF AGENDA:

Mayor Pro-Tem Hechler made a motion to approve the agenda with the removal of Item G1 and Executive Session. They would like to reschedule executive session until the November 15th meeting as Commissioner Fahl is not present and would like to be here for that session. Commissioner Harrelson seconded the motion. Roll call was taken by the Clerk-Treasurer. Motion carried unanimously.

C. PUBLIC COMMENT (3 Minute Rule Applies):

Cathy Mears Martin addressed the Commission with comments related to:

- She is here on behalf of MainStreet Truth or Consequences. They are working with Commissioner Mitchell and Mayor Pro-Tem Hechler on Fiesta. Mainstreet is going to be attending the upcoming board meeting, and they are looking to assist with the 2024 Fiesta.
- The downtown Trick or Treat is going to be between 6pm and 7pm on Halloween. Broadway will be closed, as well as the streets around Healing Waters Plaza. They have been working with the Streets Department and the Police Department. They have been incredibly helpful.
- They are working on a recycled art show, and they would love the support from the City Commission for this project. It will be running from the 4th until the 16th of November. There will be an opening event on the 4th of November, and there will be a functional art project by Bill Bussman that has been kindly donated by his wife. The purpose of that is to raise money for 2 awards that will benefit high school students. She went into the art class at the high school and every single time she goes there and deals with any of the students at the high school, she is incredibly impressed. They are absolutely amazing.
- The Deck of Cards project is in progress. It is a very popular project.
- They are kicking off Small Business Saturday, which will take place on Saturday, November 25, 2023.
- The trash can artists are going to be featured in the Sentinel, along with some other recycling work that is going on there. They are still getting incredibly positive comments for that, and there are a lot of people wanting to do more with that, so they are hoping that is something that they can work with the city and everyone to do the remaining bins downtown.
- They are working on *Here's your sign*. She has been working with Traci who has been very helpful with permits. They have some exciting designs and they are looking forward to unveiling them in November.
- They are looking to close Main Street and Broadway for the Old-Fashioned Christmas event. They are in the process of getting the application for that now. They are planning lots of activities, and they will be asking for help and support from members of the public, including things like hay rides.

Gordon Edelheit addressed the Commission with comments related to:

- At the last meeting he got up and asked a question about the alternative ways and cost effective ways to put in a settling pond. Has that even been looked at properly behind Bullocks? He also mentioned lift stations because not only is it a smarter, longer, term idea, it would affect the water going into where it needs to go much more than gradually. The gentleman doing the presentation said that is why there are here. They are here until October 25th to get these plans, or at least see some of these opportunity alternatives. So, if we save \$100,000 ten times is \$1 million. If we save \$2 million dollars ten times, that is \$20 million. Everywhere we need to save money because getting our water fixed is important, and people need to understand the long-term plan in our city is in

excess of \$100 million. It is closer to \$200 million so we really need to look at saving money, and being practical. Yes, we have a 40-year-old water truck, and it was approved for a \$200,000 water truck, but Richie and Richie United Rentals have many water trucks that are coming off lease that are in low figures. 3-5 year old water trucks are well under \$100,000. We need to really look at these and if there needs to be independent RFP's, but it is not to the benefit to our community to buy a brand new water truck. If you buy one off of lease, you can save \$100,000.

D. REPORTS:

City Manager Gonzales opened the floor to Animal Shelter Manager, Tara Manning to give an update on the Animal Shelter.

Tara Manning, Animal Shelter Manager reported the following:

- Currently they are housing 40 animals in our shelter. 18 of which are up for adoption. The rest are either under medical hold because they are sick, quarantined, or are safe keeps because the owner is in the hospital or that sort of thing. We are very small so that might not seem like a whole lot, but it is a small building so it takes a while. However, we have had a very successful year. We have been able to get 286 animals fixed just this year alone. That includes the 8 animals that are at the Vet right now as we speak getting fixed. We have also managed to do 322 adoptions this year so we are doing really good when it comes to that, but even though it was a good year, it wasn't as good as last year, but I probably won't be able to beat last years record of 435 adoptions. Even though we are getting animals out quite often, every time we get a few out, twice as many are coming in. This year we have been doing a lot more out in the community to get people to know who we are, and what we are doing a little bit more. If you haven't noticed, we did a swimming pool event, and we were able to let 9 dogs go swimming. It was 9 dogs who have never been together at all. They got to go swimming in the pool and they had an absolute blast. We also have done events at Tractor Supply. The harvest festival, and we did one this past weekend out in Elephant Butte for the Breast Cancer Walk that the hospital did. In the upcoming months we are going to be doing Trunk or Treat, pictures with Santa, and we are going to do the pecan festival as well. Currently in the shelter there are only 11 animals not fixed which is really good, and that is pretty much based on age or health. We have tried some new techniques in the shelter. I went to a shelter a couple of months ago and a dog trainer said get some pails and put them on the kennels and anytime somebody walks by, throw treats at it, and the dogs will stop barking, and they will start jumping, and they will be 10 times more adoptable. She said it would work in 5 days. I laughed at her, and I said that ain't gonna happen. We did it, and it only took 3 hours so you can actually walk by there now, and have conversations. The only dogs that you hear barking are the new ones because they don't know yet. We actually have a sound machine, so if you do walk back there and

hear birds chirping, don't panic. There is not a bird in the building. It is just soothing sounds for the animals.

City Manager Gonzales reported the following:

- We are working on the Electric Ordinance. We will be sending it to Jay, and hopefully we will get it on the next agenda in November for consideration.
- We are working with Sonya in Utilities to clean up old accounts. We are wanting to go by the year. There are accounts that go back to the 90's. They were missed whenever the transfer to Tyler happened, so we need to go back and clean all of that up. We are going to do it by resolution. I would like to do each year by resolution.
- McAdoo Street. We are working with our Water Department and Windstream to get the services lowered. Windstream's entire genesis is right under that street. They are trying to move everything up into aerial, so the engineer, contractor, and the services have all gotten together to make sure that we make that deadline. We should have movement in the next couple of weeks. The street is sure fighting us though.
- The 3rd Street waterline is moving forward so the Housing Authority will be able to finish paving their parking lot on Cedar Street.
- The Veterans Museum and Veterans Center is planning a huge Veterans Day celebration. Veterans Day is on Saturday, November 11th and the celebration will be on that day starting at 10:00 a.m. They are going to bring the Veterans over to the wall so we can talk to them, and then they are going to take them back to the Veterans Home and have a cookout for them. I encourage everyone to go out and say thank you or just hang out with the.
- There will be a Job Fair on November 16th from 12:00 p.m. to 4:00 p.m. at the Civic Center.
- The parks are as pretty as they have ever been.
- The water department has fixed 96 water leaks since July.
- We are currently in the process of fixing Pine Street with 3 blocks of a whole new waterline.
- Our community is clean because our Sanitation is doing what they are supposed to do.
- Our Electric Department has been replacing 35 poles in a half a mile of wire. We don't think about this and the things that we have.
- We have a safe community thanks to our Police Department.
- We don't think about these things that we take for granite. Kind words can be short and easy to speak, but their echoes are truly endless.

City Attorney Rubin reported the following:

- We are continuing our policy of enforcing some of our old liens. The typical situation is that we will supply utilities to a particular piece of property, and if the bill becomes delinquent, we will record a lien, and then start the process for collection of fees. There were 3 that were brought to my attention in the past month, and before I file a complaint for foreclosure of the lien, I will write to the property owners and I will let them know what is going on and that we

are planning on doing a foreclosure suit if they don't resolve the problem. We did that last month with these 3 properties and on one of them I got good results. The person came in and paid off the lien to the utility department so that is done. I unfortunately did not get a response on the other two so we have been in the process of preparing the foreclosure complaints and in one case I filed the complaint and the other one has been drafted and we will follow up with that in the next few days.

City Commission Reports:

Commissioner Mitchell reported the following:

- She learned so much at the Dam Conference that she attended with Commissioner Fahl. Our responsibility for Dams is pretty intense and she learned the process on how to care for them, how to maintain them, and what our liability as City Commissioners and Dam owners. I encourage you guys to go next time. It is a lot of good information.
- We will be having a Fiesta Meeting this Friday at 4:00 p.m. the Chamber of Commerce to get a head start on the 2024 Fiesta event. Next year will be our 75th Fiesta event so we are trying to get as many entities involved as possible.

Commissioner Harrelson reported the following:

- She was at the museum the other day, and she noticed that the museum has a bunch of photos where people are un-named, so if there are people who have been around this community for a long time, please go to the museum and see if you can name some of the people in the photos who are un-named.
- We have a lot of great things happening in our community and we need to report that out and not always the negative. It is easy to report the negative, but it is extremely important to also report the positive things that are happening here in our community.

Mayor Pro-Tem Hechler reported the following:

- He attended the Sierra Vista Hospital JPA meeting and he wants to report on some of the things going on at the hospital. The walking clinic over there is now open. They get around 30 patients per week, which is really good for just starting out. They have regular work hours which are Monday – Friday, and they are also open on Saturday from at to noon. It is a great addition to our community. Walk-ins are also welcome. He is really pleased to see that it is working as well as it is. They just purchased a new generator for the hospital which is \$140,000. This will take care of the hospital when we have power outages. The old system was antiquated and they were able to replace that so that was a good thing to do. Telemedicine is now available at the hospital for services for walk-ins and people that need services that may not provide at the hospital on a daily basis, but with telemedicine you can provide it anywhere. The nurses there will actually help you log on, get in touch with a

doctor, and do the things that you need to do so we can see people when we need to see people. The new IT system at the hospital is very expensive. They had initial tests, and the initial test failed to meet the requirements that the hospital needs right now, and in that regard, they are going to work with it a little bit longer to make sure that it works completely before they go live with it, which is a great idea. The hospital also received a couple of quality awards. One was for the EMS system. We have a wonderful EMS group in our community. They do a great job. The other one was for Dr. Walker who is a surgeon at the hospital. He was awarded distinguished provider of the year, and it is kind of ironic because he hasn't been there that long, but he was awarded that award because of his ability to communicate with his patients, and the extra work that he does to make sure that people understand the procedures that they are getting. The hospital itself received a plaque from the Hospital Association of New Mexico for 75 years of service. It was a really great meeting and the hospital is doing very well financially.

- He met with Alissa O'Brien with Urban Forestry. They walked around Ralph Edwards Park and along the riverbank. They also went to the Louis Armijo Park as well a couple of other parks along the way to get an idea of the wellness of our trees and our situation with new plantings and things like that. She has committed to come back and give us a class on tree pruning and tree planting. We are also welcome to apply for a couple of grants to get new trees for the Ralph Edwards Park. He has a couple of folks who are interested in working on a citizens group to plant trees and to take care of them. He will also have some help from the Farmers Market and other folks who have an interest in the Ralph Edwards Park. He thinks that will complete the park once we get the playground equipment and the things of that nature. We've got to get some new trees planted and we've got to be able to take care of the trees that are in there. He invited Taylor Sanchez from Sierra Soil and Water to the park and she has already had a board meeting with her Board of Directors and they committed to removing the evasive salt cedar and other evasive shrubs from the riverbank at the Ralph Edwards Park and Rotary Park.

Mayor Forrister reported the following:

- We won our first district volleyball game. We play Hatch on Thursday, so come and support your lady Tigers.
- She commended the businesses for participating in the Downtown Trick or Treat event. It is really nice to see. All of the families come out and all of the businesses hand out candy. It just goes to show what kind of community we live in. We all come together for our kids which is really nice.
- She addressed Mr. Edelheit's question earlier by saying that she believes they are taking public comment up until today so they can review and see if that is something that can be implemented.
- She doesn't get to go to New York, but she hopes that Chief, City Manager and Mayor Pro-Tem have a good time.

E. CONSENT CALENDAR:

- 1. City Commission Regular Minutes, October 11, 2023**
- 2. City Commission Workshop Minutes, October 11, 2023**
- 3. Acknowledge Regular Public Utility Advisory Board Minutes, July 17, 2023**
- 4. Acknowledge Regular Public Arts Advisory Board Minutes, July 18, 2023**
- 5. Acknowledge Regular Airport Advisory Board Minutes, August 8, 2023**
- 6. Acknowledge Regular Planning & Zoning Board Minutes, September 11, 2023**
- 7. 1st Quarter Sub-Recipient Reports**

Commissioner Mitchell moved to approve the Consent Calendar as submitted. Commissioner Harrelson seconded the motion. Roll call was taken by the Clerk-Treasurer. Motion carried unanimously.

F. ORDINANCES/RESOLUTIONS/ZONING:

- 1. Discussion/Action: Resolution No. 15 23/24 Budget Adjustment Request.**

Kristie Wilson, Finance Director reviewed the budget adjustments provided in the packet.

Commissioner Mitchell moved to approve Resolution No. 15 23/24 Budget Adjustment Request. Mayor Pro-Tem Hechler seconded the motion. Roll call was taken by the Clerk-Treasurer. Motion carried unanimously.

- 2. Discussion/Action: Resolution No. 16 23/24 Approval of 2024 City Holiday Schedule.**

City Manager Gonzales: The holiday schedule has been changed from a memo to a resolution.

Commissioner Mitchell moved to approve Resolution No. 16 23/24 Approval of 2024 City Holiday Schedule. Commissioner Harrelson seconded the motion. Roll call was taken by the Clerk-Treasurer. Motion carried unanimously.

3. Discussion/Action: Resolution No. 17 23/24 LERF Funding for Recruitment and Retention of local law enforcement pertaining to HB68.

Kristie Wilson, Finance Director: This is the resolution for the appropriation of the funding for the stipends for the new recruits as well as the retention for the officers. Last year we received \$112,500 for that, and out of that we only returned about \$1,500 due to tax issues. This is the second year we will receive the \$112,500 and next year we will receive \$56,250, and this is just the updated resolution to be able to accept that.

Chief of Police Tavizon: This is detrimental in order or retain our current officers so I am very appreciative of that funding.

Mayor Pro-Tem Hechler: Chief, how are these funds going to be allocated in the time frame?

Chief of Police Tavizon: Last year we did a stipend to retain the officers we have. They signed a one year commitment to stay with us, and we also used the funding to hire people to bring them to the community. They would get a sign on bonus and a they would have to sign a 3 year contract for that. This year we would start in March.

Mayor Forrister: Do you see giving the recruitment bonus after they get back from the academy?

Chief of Police Tavizon; Yes, we have considered that.

Mayor Forrister: Okay good. That was my main concern because it was my understanding that they were getting it before they even went to the academy.

Chief of Police Tavizon: They won't get any until after they graduate.

Commissioner Mitchell moved to approve Resolution No. 17 23/24 LERF Funding for Recruitment and Retention of local law enforcement pertaining to HB68. Commissioner Harrelson seconded the motion. Roll call was taken by the Clerk-Treasurer. Motion carried unanimously.

4. Discussion/Action: Resolution No. 18 23/24 requesting disbursement of law enforcement salary funds from appropriation number 23-ZH5048-96.

Chief of Police Tavizon: We approved this at the last meeting. This is just the resolution to accept those funds. This is for the addition of the 3 positions. One is for a detective solely on narcotics and the other two are for Police Officer positions. This resolution would allow us to be provided with the funds within 5 days of us submitting the signed document.

Mayor Pro-Tem Hechler moved to approve Resolution No. 18 23/24 requesting disbursement of law enforcement salary funds from appropriation number 23-ZH5048-96. Commissioner Harrelson seconded the motion. Roll call was taken by the Clerk-Treasurer. Motion carried unanimously.

5. Discussion/Action: Resolution 19 23/24 to Request a Contract Time Extension for the Grant Funding Awarded Through NMDOT LGRF.

Assistant City Manager Alvarez: Within your packet you have a resolution that has 2 minor changes to one that will be signed. In the packet the control number is listed with the last 3 numbers of 523 and that control grant number should be 526. The new agreement termination date should be December 31st, not December 30th.

Buster Smith, Streets Manager: We have to request an extension of time with the LGRF project because we are behind schedule with the new water line that they put in. We are waiting for Bartoo, with him being busy with other projects in town it is hard to get lined up for concrete and asphalt. The extension request is due by the 31st of this month, and our project is supposed to be completed by December 31st. I think we'll be close to it, but we might go over so we are requesting an extension.

Commissioner Mitchell: So, you are requesting the extension until December 30, 2024. Do you anticipate that it is going to take you another year to complete this?

Buster Smith Streets Manager: No. It should be done by this year, but we wanted the extension just in case it is not, and the state requires that the extension letter be submitted by the 31st of October.

Mayor Pro-Tem Hechler: You are not new to this game. You have been with the city for quite a while?

Buster Smith, Streets Manager: I was here 25 years, and then I retired for a year and came back.

Mayor Pro-Tem Hechler: What made you come back.

Buster Smith Streets Manager: Life, and the cost of living.

Mayor Pro-Tem Hechler: So, when you work on LGRF funding and things of that nature, how do you decide what streets are a priority?

Buster Smith, Streets Manager: In the past we followed what the previous Manager had going in the 3 to 5 year plan. We just keep going off of that, and we assess the roads to see which ones are deteriorating the most, and we go with that. Later on, I will be back up to explain one that I think is going to help the city a lot.

Mayor Pro-Tem Hechler: Is this the 3 to 5 year plan an active plan that you work on every year. Is it updated every year?

Buster Smith, Streets Manager: Yes. As we do LGRF projects, we take those ones off and add whatever ones we think are needed next.

Mayor Forrister: What exactly is going to be done to Pine Street?

Buster Smith, Streets Manager: We will be fixing the curb and gutters, and we are going to make everything ADA compliant, and we will also re-pave everything.

Mayor Pro-Tem Hechler: What is the contractor going to do and how much are we going to do? How much can we do to mitigate what the contractor does so the city can save money?

Buster Smith, Streets Manager: We do mostly everything on the LGRF Projects except for the paving. Bartoo lays the hot mix. It is a 25% match in kind match with LGRF. They pay 75% and we pay 25%.

Commissioner Harrelson: Are there any additional ADA funding resources available?

Assistant City Manager Alvarez: That's a good question. I will look into that. I don't know if I've seen specific ADA funding for streets, but then again, I don't know that I've looked. I focused a lot on just streets in general.

Commissioner Mitchell moved to approve Resolution 19 23/24 to Request a Contract Time Extension for the Grant Funding Awarded through NMDOT LGRF. Commissioner Harrelson seconded the motion. Roll call was taken by the Clerk-Treasurer. Motion carried unanimously.

G. NEW BUSINESS:

1. Discussion/Update: Spaceport America Presentation.

City Manager Gonzales: Charles Hurley contacted me and stated that they have a potential new pair of customers/tenants on site today. They would like to extend an invitation to the Commission to attend next Thursday's Virgin Galactic Space flight in the Command Center at the Spaceport to make up for his missed opportunities to come and speak to you guys.

2. Discussion/Update: PD Update.

Chief of Police Tavizon reported the following:

- He is very proud of the progress they are making at the Police Department. He has almost been there a year, and the guys have been hard at work trying to meet some of the standards that I have implemented at the PD.
- He is proud to announce that one of our new officers just received some lifesaving training and they have been considered for a lifesaving award. On October 18th they responded to a call for service where there was a potential overdose. The officer was able to provide lifesaving skills to save that individual's life. That individual is alive today because of our officer's quick action and training. We are very proud of that officer.
- He had a meeting with a new organization for an opioid preventative focus group. It is a collaboration of counties. At some point there was a lawsuit that happened, and they won that lawsuit, so they put that money together which was \$1.8 million, and that will be 18 years of recurring funding. It will help us take preventative measures in our community, and also help with treatment. The money is supposed to be used to eliminate the gap that the community might have, and that money is supposed to go to substance abuse. That is one of the issues that we have here in this community, and there is nothing here for them, so we are working with that. Some of the ideas that were brought up from preventative is already being accomplished at the Police Department by the DARE program with the 5th graders, and we will later on expand to 7th and 9th graders.
- We have been working with the school to provide fentanyl Narcan training as well. They have worked with NMDOH, but we were asked by the security team to get with the nurses and provide that training. We have an instructor in-house so we will accommodate that.
- We hosted an active shooter training at the high school. There were numerous agencies that came in from across the state. We brought in an outside organization to put on that training and it was pretty successful. I think everyone came away with some additional tools for their belt.
- We had some officers attend the constitutional policing. That is important for us to understand, and work within the parameters of the constitution.
- One of our Sergeants went to an undercover operations training, and we are also going to help try to mitigate the substance abuse in our community by having some operations, and try to bust some drug dealers.
- We had some of our Officers go to basic bicycle patrol school. They had a blast.
- We also had an Officer attend a basic squad school.

Stats from September through the 19th of October:

- Officers responded to 997 calls for service.
- Animal Control responded to 318 calls for service.
- We handled 30 motor vehicle accidents.
- We had 20 Ski referrals.
- Our SRO handled 16 calls for service at the schools.
- They conducted 78 follow ups to include our detective.
- We had 8 DWI's.

- Code Enforcement had 2 cases that they were working on.
- Officers conducted 297 traffic stops and issued 90 citations. They had 18 arrests total for that time frame.
- Officers are hard at work. It is a very high call volume, and he is very proud of those men and women that are working out there.

3. Discussion/Action: Changing the Temporary Golf Course Pro Shop Clerk position to a Casual Employee position.

Rick Artman, Golf Course Superintendent: This position has always been used as our evening Pro Shop Clerk and during the summer time we go later in the evening because the light stays out so we need somebody to cover that last shift until the last cart comes in. The temporary was working for 6 months at a time, but now we are in a situation where our play volume has increased, and when I have my full-time clerk inside, when she has a day off, I have no coverage because I only have one pro shop clerk available. During the summertime we have two so I can call in the temporary. What I am hoping to do is take that position and change it into a casual position where they would be employed year-round. They would do the same thing they do now in the summertime, and the evening times, and then be available for pro shop coverage in the off-summer season which typically wouldn't be covered.

Mayor Pro-Tem Hechler made a motion to approve changing the temporary Golf Course Pro Shop Clerk position to a Casual Employee position. Commissioner Harrelson seconded the motion. Roll call was taken by the Clerk-Treasurer. Motion carried unanimously.

4. Discussion/Action: Approval of a two-year lease extension for the golf carts being used at the T. or C. Municipal Golf Course.

Rick Artman, Golf Course Superintendent: We are due for a renewal of our lease with Yamaha or another vendor in March. In doing some pricing I anticipated an increase in price so I budgeted higher. However, I didn't have a good crystal ball and the amount of the increase is more than double we are currently paying. Part of the reason is because of COVID. They don't have one year used golf carts which is what we are using currently. They were a year old when we started our contract with them, but now because of parts and availability, people aren't turning their carts in within one year so there are none available through Yamaha, Easy Go, or all of the vendors that I have looked at. We would be severely over budget if we changed out to a completely new fleet. We have maintained our fleet very well. The seats on all 20 carts are not worn like you find at a lot of Golf Courses. Mechanically they are all still working. Right now, we have #17 down because of the fuel relay switch that went bad, but we have the switch in house now. We just have to put it in, and then we will have all 20 carts running again. We have most of everything we need other than air filters to do a tune-up to the carts so we can have them in top working order again as we begin the next two years. This would increase our monthly rate by less than \$1 which is not bad.

Mayor Pro-Tem Hechler: Since we are keeping these carts for at least two more years, when we turn these golf carts in, does that diminish their value? Is it going to cost us more money than later on.

Rick Artman, Golf Course Superintendent: They won't have as much trade in value as they would if we did it now in March, but I am thinking also in terms that I can budget more appropriately for when that does come up in two years so that there is funding available, and even the fact that they are going to have a lower value because they are two years older. As long as we continue to do what we have been doing with them mechanically, they will still be in good shape, so I still anticipate there being some trade in value.

Mayor Pro-Tem Hechler: So, leasing is the way to go obviously, and you guys are happy doing it that way?

Rick Artman, Golf Course Superintendent: Yes definitely. I have been to several courses that do both, and what ends up happening after 5 to 7 years is your fleet starts to deteriorate significantly. People sliding in and out of the seats, tears the seats up, and if you own the carts, then that is your own responsibility, and it adds up to a lot of money to have to replace the seats, not to mention the mechanical portion.

Mayor Pro-Tem Hechler moved to approve a two-year lease extension for the golf carts being used at the T. or C. Municipal Golf Course. Commissioner Harrelson seconded the motion. Roll call was taken by the Clerk-Treasurer. Motion carried unanimously.

5. Discussion/Action: Approval of Purchase Requisitions over \$20,000.

Kristie Wilson, Finance Director reviewed the Purchase Requisitions over \$20,000 provided in the packet.

Mayor Pro-Tem Hechler asked if they could get a little better of an explanation upfront when they get these purchase requisitions, so we can make sure that we are not expending funds un-necessarily and if there is something we can do as a city instead of contracting it out I think we should be doing that.

Commissioner Mitchell moved to approve the Purchase Requisitions over \$20,000. Commissioner Harrelson seconded the motion. Roll call was taken by the Clerk-Treasurer. Motion carried unanimously.

6. Discussion/Action: Summary Plat Amendment at 400-410 Van Patten Ave.

Assistant City Manager Alvarez: In your packet you have two Summary's that I highlighted to show what they are requesting. Currently their parcel is divided into 7 lots, and what they are wanting to do is vacate some of those lot lines and make two separate parcels. There are no issues with water, sewer, electric, or roadway. They followed all of the processes and procedures. They submitted all of their documents, and paid all of their fees. There were no opponents or proponents at the public hearing. The Planning & Zoning Board recommended approval of the request to vacate and re-plot to two parcels instead of one.

Mayor Pro-Tem Hechler moved to approve the Summary Plat Amendment at 400-410 Van Patten Ave. Commissioner Mitchell seconded the motion. Roll call was taken by the Clerk-Treasurer. Motion carried unanimously.

7. Discussion/Action: Contract renewal with Bartoo Sand & Gravel Inc.

Assistant City Manager Alvarez: While working on the LGRF project with Buster to procure Bartoo Sand & Gravel we noticed that their contract expired on the 22nd so we are requesting to renew their contract. This went out to bid in 21/22 so this is just an annual renewal, and per the original agreement, a price increase of 3% on materials and hauling as noted within the contract. I did verify with Bartoo Sand & Gravel. All looks good and they are prepared for renewal.

Commissioner Mitchell moved to approve the contract renewal with Bartoo Sand & Gravel Inc. Commissioner Harrelson seconded the motion. Roll call was taken by the Clerk-Treasurer. Motion carried unanimously.

8. Discussion/Action: Contract renewal with WHPacific, Inc.

Assistant City Manager Alvarez: This is just an annual renewal of one of the awardees for the on call architectural surveying and planning engineering award that we did back in 2021. Currently we have a task order with WH Pacific. They are working on our Downtown Drainage Master Plan that they presented last week. Their contract is due to expire next month, and so we want to go ahead and re-new that contract for another year while they continue to work on this project.

Commissioner Harrelson moved to approve the contract renewal with WHPacific, Inc. Commissioner Mitchell seconded the motion. Roll call was taken by the Clerk-Treasurer. Motion carried unanimously.

9. Discussion/Action: PublicWorks1 proposal for Asset & Data Tracking Services.

Buster Smith, Streets Manager: This is a new program. It will help with following the guidelines and our 3 to 5 year plan to re-build roads. It will help track everything. This program tracks signs, manholes, fire hydrants, and waterlines. It tracks everything. It mostly gives us the opportunity to go through and do the plan. They will do all of the data entry and hand it over to us. It is an easy program, and they have great tech support. Different departments can use it to track their assets. They will come in when they do the setup and take pictures and document everything and put it into the program, and then we will be able to access everything. They will give highlights of the road conditions, and what they recommend for repairing, replacing or upkeep.

Mayor Forrister: When Jesse was here, he was talking about something similar for our waterlines. Does this coincide with that?

Assistant City Manager Alvarez: This program is transferrable to the GIS system. That program that we are working on is transferred from Jesse over to Arnie and his Admins. When Wilson & Co. comes in and they do the asset inventory for both the waterlines and the sewer lines. Those are entered into a GIS system. We can upload into the GIS and we can pick a street and it will tell us what the sewer line is, the waterline, the age and condition of the street is. It will all overlap itself. This is very similar to the IWorQ system that the City Clerk, Animal Control, Code Enforcement, Planning & Zoning Department and Animal Shelter uses. This is a part of the IWorQ system and they are amazing.

Commissioner Mitchell moved to approve the PublicWorks1 proposal for Asset & Data Tracking Services. Commissioner Harrelson seconded the motion. Roll call was taken by the Clerk-Treasurer. Motion carried unanimously.

10. Discussion/Action: Approval of the Records Inventory List for destruction.

City Clerk Torres: Provided in your packet is a list of records that our Police Department has ready for destruction. As you can see on the list, the records date back to 1983 so this is long overdue. They have 100 boxes ready to go right now, and they are working on some other ones, so we will more than likely have this back on the agenda in the near future for the remaining boxes. If approved we will schedule a date for the destruction. The list provided in the packet shows the retention schedule which we have to go by, and once the records are destroyed, the company will provide us a certificate of destruction.

Mayor Pro-Tem Hechler: So, when we get an IPRA request and they ask for any and all records pertaining to a certain item, if it meets the destruction requirements, you can do the records destruction so you don't have to go back through 30 years of files.

City Clerk Torres: Yes.

Mayor Pro-Tem Hechler: I think that would save us some time.

City Clerk Torres: It really would, and that is why all of our departments really need to do that.

Commissioner Mitchell moved to approve the Records Inventory List for destruction. Commissioner Harrelson seconded the motion. Roll call was taken by the Clerk-Treasurer. Motion carried unanimously.

H. EXECUTIVE SESSION:

- 1. Limited Personnel Matters (City Manager) Pursuant to 10-15-1(H.2).**

Item was removed from the agenda.

I. RETURN TO REGULAR SESSION; ACTION (if any):

- 1. Limited Personnel Matters (City Manager) Pursuant to 10-15-1(H.2).**

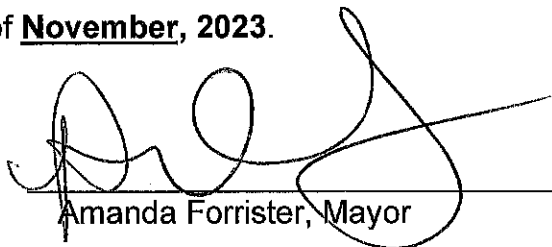
Item was removed from the agenda.

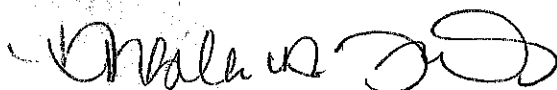
J. ADJOURNMENT:

Mayor Forrister adjourned the meeting at 10:41 a.m.

Passed and Approved this 15th day of November, 2023.




Amanda Forrister, Mayor


Angela A. Torres, CMC, City Clerk